

ENERGY RESOURCES SPECIALIST I

JOB ANALYSIS BACKGROUND INFORMATION

Date of Study: September 30th – October 4th, 2002

Collective Bargaining Identification: R10

Job Analysis Conducted By: Chuenta' Rhym, Personnel Exam Analyst
Personnel Examining Section

Number of Incumbents: There are **0** incumbents in this classification
per Department of Corrections Filled/Vacant
Position Report dated July 31, 2002.

NOTE: an incumbent report (for E.R.S I) was not listed in the
vacancy/ position filled report dated July 31, 2002.

Names of the Subject Matter Expert(s) and their background:

Harry Franey Departmental Construction Maintenance Supervisor
Facilities Management Division, Energy Management Section

Karla Sarron Energy Resources Specialist II
Facilities Management Division, Energy Management Section

NOTE: Subject Matter Experts remained the same during the entire job analysis process.

ENERGY RESOURCES SPECIALIST I INFORMATION GATHERING

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- State Personnel Board Class Specification—Energy Resources Specialist Series Specification
- State of Washington Class Specification—Energy Specialist I, II, & III
- Department of Corrections Duty Statements—Energy Resources Specialist I & II